


Geographic Differential Worksheet

I. Name:
Social Security Number:
Classification:
Salary Grade:
Geographic Salary Grade:
Date Geographic Salary Grade Implemented:

II. For New Appointment

_____ Hired at hiring rate of regular salary grade; eligible for increase to hiring rate of geographic grade
 _____ Hired at minimum of regular salary grade; eligible for increase to minimum of geographic grade
 _____ Hired at hiring rate of Geographic grade; eligible for increase to minimum when permanent
 _____ Hired at minimum of Geographic grade: no balance
 _____ Hired above the minimum of the Geographic grade: no balance

Number of months experience beyond the required: _____ \times .0041666 = _____ % 

\$_____ qualifying salary (Geographic grade minimum: \$_____ \times 1. _____ %)

III. For Geographic Differential Adjustment

Salary at hiring rate of regular SG

- Increase to hiring rate of geographic SG
- Allowed increase to minimum of geographic SG
- No balance

Salary at minimum of regular SG

- Increase to minimum of geographic SG
- No balance

Salary at hiring rate of Geographic SG

- Increase to minimum of Geographic SG
- No balance

Salary above the hiring rate/minimum of the geographic SG

\$_____ amount of allowable increase

\$_____ amount received previously

\$_____ EOD amount

\$_____ Salary adjustment; _____ Date

\$_____ Salary adjustment; _____ Date

\$_____ Balance

\$_____ Amount awarded with this action

\$_____ New balance